

State of Hawaii
Department of Human Services
Benefits, Employment and Support Services Division
Employment and Training Program Office

Addendum #1

December 30, 2010

To

Request for Proposals

RFP No. HMS-903-11-02-S
“Substance Abuse Treatment Services”

December 9, 2010

December 30, 2010

ADDENDUM NO. 1

To

**REQUEST FOR PROPOSALS
HMS 903-11-02-S
Substance Abuse Treatment Services**

The Department of Human Services, Benefit, Employment and Support Services Division, Employment and Training Program Office is issuing this addendum to HMS 903-11-02-S, Substance Abuse Treatment Services for the purposes of:

- ☒ Responding to questions that arose at the orientation meeting of December 16, 2010 and written questions subsequently submitted in accordance with Section 1-V, of the RFP.
- ☐ Amending the RFP.
- ☐ Final Revised Proposals

The proposal submittal deadline:

- ☐ is amended to <new date>.
- ☒ is not amended.
- ☐ for Final Revised Proposals is <date>.

Attached is (are):

- ☒ A summary of the questions raised and responses for purposes of clarification of the RFP requirements.
- ☐ Amendments to the RFP.
- ☐ Details of the request for final revised proposals.

If you have any questions, contact:

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Responses to Question Raised by Applicants
For HMS 903-11-02-S, Substance Abuse Treatment Services

1. Page 2-9, 1.a.: "A copy of the medical or psychiatric report with the recommended treatment plan will be made available to the Provider with a signed Consent to Release Form from the client." How specific or general is this recommendation going to be? ; b).How do we handle potential discrepancies in level of care or treatment plan recommendations, e.g. recommended treatment plan suggests IOP and provider agency recommends residential treatment?
 - 1a. The recommendation on the DHS 1271 will state the recommended treatment plan according to the continuum of care by the medical evaluator. The minimum requirement according to the DHS 1271 is either Residential Treatment or Intensive Outpatient (IOP) treatment.
 - 1b. The recommended treatment plan designated by the medical evaluator according to the DHS 1271 should be implemented if there is a discrepancy between the provider agency's recommendation and the Department's treatment recommendation.
2. Page 2-9, 2.b.: "Formulate the Individualized Service Plan (ISP)..." AND Page 2-10, 3.b.: "The ISP shall be developed in conjunction with the designated FTW unit which will be providing employment, job readiness, and support services while the client is receiving treatment." What formal process do you expect to occur between the provider and the First to Work staff? Our current practice is that provider agency develops treatment plan in collaboration with client.

As stated in the RFP on page 2-2, the TANF and GA recipients will be engaged in a work program as a condition of eligibility. The First-to-Work (FTW) Vocational Rehabilitation (VR) will have an ISP that will run concurrently with the substance abuse treatment provider's ISP. As stated in the RFP on page 2-14, Section 6.b the awarded provider will need to conduct "[c]ase conferences with the FTW units as part of the development of the individual service plan (ISP) for the client." This ISP will assist in also determining the support services needed for the shared client as stated in Section 7 on page 2-14.
3. Page 2-11, 4.d.: "The maximum length of treatment is thirty-five (35) days per client per year." AND Page 2-25, 1.d.: "The maximum length of stay for this modality of treatment [residential] is thirty (30) days per client per year." a). What exactly describes one year (e.g. calendar year, fiscal year, or 12 month period from treatment start)?; b). Is this limit negotiable, e.g. when client relapses and needs more treatment at the same level of care?; c) Can there be more than one treatment episode not exceeding the maximum number of days per client per year?

- 3a. One year describes a twelve month period.
- 3b. At this time, the limit of care is not negotiable.
- 3c. Yes.

4. Page 2-14, 7.c.: “Provide interpreter services, as needed by the client, in order for them to receive services.” Can you provide information on insurance plans that might cover the cost of interpreter services?

The Department does not have information regarding insurance coverage for interpretive services.

5. Page 2-21&22, 2.b.: “BESSD funds may be used to supplement QUEST-Net substance abuse services after those benefits have exhausted and up to the limit of QUEST substance abuse benefits.” a) Are there different maximum lengths of stays in treatment when funding is mixed? b) Insurance funding payment doesn’t include administrative costs for reporting to BESSD. While treatment is funded by QUEST or any other non DHS funding source we understand that we would not be required to meet the BESSD reporting requirements. Is this correct?

- 5a. The maximum lengths of stays in treatment for this RFP covers the costs charged to the contracts awarded by this RFP.
- 5b. The reporting requirements detailed in the RFP on pages 2-23 to 2-24 will only cover the TANF and GA recipients receiving services paid through the contract awarded by this RFP.

6. Page 2-25, 1.b.: “The rate per bed day will be a maximum ONE HUNDRED EIGHTY-FIVE DOLLAR (\$182) per client per bed day.” Would you please clarify which is the correct reimbursement amount, \$185 or \$182?

The correct rate per bed day will be a maximum ONE HUNDRED EIGHTY TWO DOLLARS (\$182) per client per bed day.

7. Page 2-16 A-2 Services for GA Population. What are the specific services that are reimbursable for the GA Population?

GA recipients will only receive urinalysis testing services through this RFP. Services that may be charged for the awarded contract include Urinalysis and the Assessment Interview for Urinalysis Testing Schedule as detailed on pages 2-26 and 2-27 of the RFP.

HMS 903-11-02-S, Substance Abuse Treatment Services is amended as follows:

<i>Subsection</i>	<i>Page</i>	
Section 1, Administrative Overview		
	No changes	
Section 2, Service Specifications		
III(B-2)	2-22	This section is amended to include the following: h. Provide written notice to the contracting department or agency should any of the insurance policies evidenced on its Certificate of Insurance form be cancelled, limited in scope, or not renewed upon expiration. i. Each insurance policy required by contract, shall contain the following clauses: 1. "The State of Hawaii is added as an additional insured as respects to operations performed for the State of Hawaii." 2. "It is agreed that any insurance maintained by the State of Hawaii will apply in excess of, and not contribute with insurance provided by this policy."
Section 3, Proposal Application Instructions		
	No Changes	
Section 4, Proposal Evaluation		
	No Changes	
Section 5, Attachments		
	No Changes	